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 FILE *Approp Budget*

28 February 1964

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Mr.

A report dated 28 February 1964 on Logistics Economy Measures and a report dated 26 February 1964 on Maintenance Standards in this Building are attached. I believe we should not send the first report to Colonel White because paragraphs 4 and 5 have not been concluded and the other paragraphs are simply reporting information that has already been submitted. The second report on the maintenance standards in the Headquarters Building has been held awaiting another report on the same subject which has been requested of who was asked to submit a report on the maintenance now being performed in the building, additional maintenance required to keep the building in a more presentable condition and the approximate cost of the additional maintenance. When that report is submitted I will talk with Mr. Garrison, requesting him to see Mr. Abersfeller or someone at about that level to determine whether or not the additional maintenance can be provided. If this action does not produce the desired results Colonel White is prepared to discuss this subject with Mr. Boutin. In view of this I think the second report referred to above should not be sent to Colonel White.

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In the report dated 26 February 1964 special service provided Commo and OSA is described in paragraphs 6 and 11 and paragraph 16 seems to be requesting two additional laborers with appropriate security clearances to perform this same service. Will you please look into this since if they are asking for two additional ceiling slots this part of the report will require action by Colonel White. Will you also please follow up with on the report of additional maintenance which may be required to keep the building in proper shape.

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I think Colonel White would like to do something about this before he goes on his trip next month.



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